

Useful Websites:

State Employee Portal -

<http://employee.idaho.gov>

Division of Human Resources (DHR) -

<http://dhr.idaho.gov>

Office of Group Insurance (OGI) -

<http://adm.idaho.gov/insurance>

Blue Cross of Idaho -

<http://bcidaho.com>

Delta Dental -

<http://deltadental.com>

Vision Services Plan (VSP) -

<http://www.vsp.com>

Stanley, Hunter, Dupree, and Rhine (SHDR)-Flexible Spending Plan

<http://shdr.com>

Business Psychology Associates (BPA) –Employee Assistance Plan

<http://www.bpahealth.com>

Public Employees Retirement System (PERSI) -

<http://persi.idaho.gov>

Nationwide Retirement Solutions (NRS) -

<http://nrsretire.com>

Ideal College Savings Program (IDEAL) -

<https://idsaves.s.upromise.com>

The information provided is subject to change and is meant only for the purpose of providing comparison information. This information is clearly not intended to imply a contractual relationship.

Idaho Transportation Department

Human Resources

3311 W State St

PO Box 7129

Boise, Id 83707-1129

208-334-8036

<http://itd.idaho.gov>

Benefits Overview



Offered by the ITD Human Resources Department

The State of Idaho offers a competitive benefits package which is equal to approximately 25% of the total salary. Additionally, the state pays \$8700.00 annually for each employee's medical benefits.

The Idaho Transportation Department offers employment in many diversified fields of work, both professional and para-professional.

Examples of ITD professions include:

- professional engineering (construction, maintenance, traffic, bridge and roadway design, materials)
- engineer-in-training
- management
- accounting/budgeting/auditing
- information systems
- aeronautics
- secretarial/clerical/administrative
- geographic information/mapping technology
- transportation planning
- training
- environmental planning
- right of way
- research
- technicians (inspection, survey, maintenance, materials, design, traffic)
- archaeology
- electronics
- chemistry
- geology
- public information
- purchasing
- crafts/trades

Candidates for some positions may be offered reimbursement for moving expenses when asked to relocate to accept a position with the department.

Educational Opportunities:

Continue your education -

ITD offers a wide range of educational opportunities that are designed to benefit the department and the individual employee.

Training includes in-service training, out-sourced training, professional conferences and seminars, cross-training, and on-the-job training programs.

- ITD provides funding for training or education that is related to the employee's job.
- Under certain circumstances, ITD will provide funding for non job-related training.
- The department encourages continuing education by allowing flexible work schedules or other arrangements to assist an employee in pursuing educational opportunities.

Retirement and Investments:

Public Employees Retirement System (PERSI) -

- Base Plan-Employees contribute 6.23% of gross salary, using pre-tax dollars. ITD contributes 10.39 % of gross salary to the retirement account. Employees are fully vested after five (5) years of service.
- Gains Sharing Plan-PERSI will share excess earnings with members. Deposit gain sharing payments into individual 401(K) choice plan accounts.

NRS Deferred Compensation Program (457) & PERSI Choice Plan (401K) -

- Employees contribute pre-tax dollars to a wide variety of managed mutual funds, bonds, and annuities.
- Funds may be 'rolled over' when leaving state service.

Idaho College Savings Program (IDEAL)-

- Employees contribute a minimum of \$25.00 per pay period to a variety of investments
- Contributions are tax-deferred and can be deducted on annual taxes

Employees may contribute to a wide variety of managed funds, bonds, and annuities...

About Your Pay:

Pay Days & Direct Deposit -

- The state is on a bi-weekly pay system. After the first check, checks will be received every two weeks on Friday.
- The state encourages participation in the Direct Deposit Program. This program allows the employee's paycheck to be automatically sent to the employee's personal checking/savings account. Direct deposit saves time and money.
- Paperless pay stubs are available on the State Controller's website.

Transportation Credit Unions -

- ITD employees can join the Idaho, Pocatelli, and Idaho Central Credit Unions
- Each credit union is a legal corporation with a non-profit charter to serve current and former employees of the state.
- The credit union focuses its services on savings and investment programs, and loans for nearly any purpose.
- Interest rates are generally more attractive than at other financial institutions, and in some respects, qualifying for a loan is easier.



Life and Disability Insurance:

Basic Life Insurance -

- Coverage is effective at the beginning of the month following hire.
- Equal to the annual salary or \$20,000, whichever is greater.
- A \$2,000 life insurance policy for your spouse at no charge.
- A \$1,000 life insurance policy for each of your dependent children at no charge.

Supplemental Life Insurance -

- 30 day enrollment period at the time of hire.
- Coverage equal to the employee's salary, rounded to the next higher thousand. Available until age 70. The premium cost is age/salary based. An employee who is 35 years old and making \$36,004 per year will pay \$2.96 per month premium. An employee, age 51, making the same salary will pay \$15.17 per month. This is an optional plan.

Short Term Disability Insurance -

- Benefit pays 60% of salary for the first 26 weeks of disability, less a 30 day waiting period.
- This is a no cost supplement to the Basic Life Insurance.

Long Term Disability Insurance -

- Benefit pays 60% of salary for two years when employee is totally disabled from performing their occupation.
- Benefit continues to pay 60% of salary after two years if the employee is totally disabled from performing any occupation for which they are qualified.
- This is a no cost supplement to the Basic Life Insurance.

National Conference on Public Employee Retirement Systems (NCPERS) -

- This plan offers low cost, group decreasing term life insurance with additional coverage for accidental death and dismemberment and life insurance for spouse and dependent children.
- 90 day enrollment period at the time of hire
- Open enrollment every fall
- This plan can be converted upon leaving state service.

Long Term Care: 30 day enrollment period at time of hire

The State of Idaho makes available to its employees and retirees a group Long Term Care (LTC) Insurance plan underwritten by Aetna Life Insurance Company.

- (LTC) insurance helps pay for a wide range of personal care, health care and social services for people who can no longer care for themselves.
- This type of care is not covered under health insurance benefits.
- LTC insurance benefits provide assistance with normal activities of daily living, such as eating, dressing or bathing if you are disabled or have a chronic illness.
- It will also provide assistance if you have a serious cognitive disorder such as Alzheimer's disease.
- It provides a daily benefit to help offset costs associated with custodial care.
- This plan can be converted upon leaving state service.

Leave Benefits: Based on Full-Time Service

Vacation Leave -

- All benefited employees are entitled to vacation leave based on their Fair Labor Standards Act (FLSA) classification:
 - Executives (E) = .09615 per hr paid (25 days per year*)
 - Admin (A), Professional (P), IT Professional (I) = .05769 per hr paid (15 days per year*)
 - Covered (C) = .04615 per hr paid (12 days per year*)
- Rates increase at 5, 10 and 15 years of services (based on hours) for A, I, P and C employees.
- Each vacation level has a maximum accrual allowed.
- Vacation balance is paid off upon separation of state service.

Holidays -

The State provides ten paid holidays throughout the year.

If a holiday falls on a normally scheduled day off, another day of paid leave will be given.

Flexible Schedules -

Some sections in the department have the ability to offer flexible work schedules as long as the employee is at work during specified core hours.

Sick Leave -

Full time employees earn .04615 per hour paid of paid sick leave (3.7 hours in a normal 80 hour/2 week pay period).

Sick leave accrues without limit and may be used for funeral or illness of family members.

At the time of retirement, one half of the sick leave accrued and unused, up to a maximum of 600 hours may be converted to pay retiree medical benefit premiums.

* 1 year is based on 2080 hours

Some sections in the department have the ability to offer flexible work schedules...



Health Benefits:

Health Insurance is effective on the first of the month following hire.

The State pays \$705.08 for medical and \$19.92 for dental per employee per month.

Health Insurance Premiums-

Monthly Costs	Blue Cross PPO	Blue Cross Traditional	Blue Cross High Deductible	Dental
Employee	28.00	35.00	23.00	7.75
Employee & Spouse	73.00	89.00	61.00	36.25
Employee & Child	49.00	61.00	41.00	30.50
Employee & Children	67.00	81.00	56.00	46.50
Employee & Spouse & Child	91.00	110.00	76.00	51.75
Employee & Spouse & Children	103.00	124.00	86.00	59.75

Premium Only Plan (POP) -

A tax savings for employees; the cost of medical and dental coverage is deducted from gross pay before taxes are calculated, therefore reducing taxable income. This is an optional plan.

Flexible Spending Account -

Employees may elect to save money by paying for eligible health care and dependent care expenses on a tax-free basis, thus reducing Federal Income and Social Security Taxes. This is an optional plan.

10-month minimum waiting period before you can enroll

Employee Assistance Program (EAP) -

- Provided for all employees. Employees and dependents that are eligible for benefits but who are not enrolled in one of the state's medical plans are also eligible for five EAP visits per plan year.
- Up to 5 one-hour sessions per family member each contract year.
- No out of pocket co-payment.

Mental Health Benefit -

The plan integrates mental health, substance abuse and Employee Assistance Program (EAP) services.

- Employees and dependents that are enrolled in one of the state's medical plans are eligible for up to 30 outpatient visits or 8 days of inpatient treatment stays per plan year.
- Increased Medical Mental Health benefit for specific conditions.

**No cost
counseling for
all employees
and their
dependents...**

Wellness Programs:

The State of Idaho's Wellness Initiative offers state employees, retirees and dependents three programs under the administration of Blue Cross of Idaho.

- Disease Management-Voluntary intervention and management services for Asthma, Congestive Heart Failure, and Diabetes
- Tobacco Cessation-Free tobacco cessation counseling offered through the Idaho Quitline. The program provides pharmaceutical quit aids to tobacco users who enroll in the program for a \$10 co-payment.
- Weight Management-This program will help you to identify your target weight and provide access to nationally recognized weight loss programs that will assist you in achieving your weight loss objectives. (Special Open Enrollment)

Basic Life Insurance coverage becomes effective at the beginning of the month following hire.

Just for ITD employees...

- The ITD Wellness Program promotes healthy lifestyle.
- Offerings include health risk appraisals, blood screening, flu shots, fitness evaluations, weight-management and health fairs, nutrition education, and participation in the annual Transportation Fitness Challenge.

Other Health Related Benefits:

Family Medical Leave -

- The Family Medical Leave Act entitles eligible employees up to 12 weeks in a 12 month period of paid or unpaid, job protected leave for specific family and medical reasons.

Leave Donation -

- Annual leave may be transferred from one benefited employee to another in the event of a serious illness or injury of the employee or family member, which necessitates absence from work.

